

ARIZONA GEOGRAPHIC INFORMATION COUNCIL

Executive Management Board Meeting Minutes January 10, 2002

1. Call to Order. The Council was called to order at 1:37 p.m. by Jana Fry, AGIC President. A count of Board Members established that a quorum was present. (See attached list of Board Members present).

II. Budget Update. Gene Trobia, acting as an Alternate Representative for Lynn Larson, reported on the status for the AGIC and AGIC Conference Budget. Gene reported that as of December, there was no change in either budget. No budget report was available due to the Land Department's administrative staff being involved in the Western State Land Commissioners Conference which was in session the week of the Board meeting. Budget reports will be available at the next Board meeting for the Budget Update.

III. Approval of Minutes of the November 1, 2001 Board meeting. Jana Fry requested a motion to approve. Motion forwarded by Sally Powers. Seconded by Timothy Smothers. Motion was approved unanimously.

Action Item: November 1, 2001 Minutes approved.

IV. Subcommittee Reports: Annual Plans and Membership Updates

A. Administration and Legal Subcommittee

1. Strategic Plan Review.

a. Vision Statement

b. Mission Statement

Timothy Smothers gave a presentation on the updated AGIC Strategic Plan Vision and Mission statements. Discussion followed. (See attached AGIC Vision and Mission statements).

A motion was made by Tim Smothers to approve the revised Vision and Mission statements. The motion was seconded by Sally Powers. The motion passed unanimously.

Action Item: Revised AGIC Vision Statement and Mission Statement are approved.

c. Goals/Objectives: January 17 Meeting.

Jana Fry explained the Goals and Objectives (G&O) exercise which will follow the AGIC Subcommittee reports. The results of the G&O exercise will be used at the January 17 Subcommittee Strategic Planning meeting. The intention of this planning will be to provide a foundation for AGIC activities. The Strategic Plan has not been revised in ten years. The January 17 meeting should develop revised G&O and annual activities for AGIC.

Gene Trobia gave a brief update of Strategic Planning activities since the last AGIC Board meeting. He reported that there were several new committee chairs.

2. President Elect Report

Gene Trobia reported that he had contacted the Anne Lynch, Special Advisor to the

Governor, regarding the status of the AGIC President Elect. He reported that he was advised that the Board should proceed with the assumption that the documentation for Jami Garrison's appointment to the Board was proceeding without problems. She suggested that we consider Jami the President Elect pending the processing of the Department of Transportation's request for her appointment to the Board. If any problems developed, then we could address those if and when that happens.

Action Item: Jami Garrison is the AGIC President Elect, pending final authorization from the Governor's Office.

3. AGIC Dues

Gene Trobia reported that AGIC Dues notices would be issued before the next AGIC Board meeting. This year it was determined that all Dues notices would be in the form of an invoice. He asked if any Board members had a problem with receiving an invoice. No concerns were expressed. He stated that his office would be in contact with each board member for details regarding dues payment and issue the invoices as soon as possible.

Action Item: The State Cartographer's Office (SCO) will contact Board members and facilitate the payment of AGIC Dues.

B. Data Resources Subcommittee

Gene Trobia reported on behalf of Gary Irish. The Data Resources Subcommittee will cease to exist. It was originally necessary, but is not required now. It will be disbanded and its active working groups will become their own subcommittees. The main functions of the Data Resources Subcommittee will be integrated into the Technology Subcommittee.

Jim Riedmann gave an update of the ALRIS Data CD. It will consist of ALRIS vector data and not contain raster data or Digital Elevation Model data. It should be ready in about one month. There is still a need to coordinate with the State Attorney General's Office for a disclaimer regarding commercial use of the data.

1. Geodetic Control Working Group

Dave Minkel gave a report that the working group had been inactive for the last five years. However, activities that could be considered geodetic control is the SCO GeoServer which will host survey control. He believes that there is a need to resolve implementation standards for survey control data (metadata) regarding local control added to the GeoServer.

Dave also reported that his office and the SCO are working on an NSDI Pilot Project which is planned as a five year project to establish an NSDI Advisor and funding to conduct GIS reference control per state advisory council direction.

He also reported that he and the SCO are working with the BLM and Colorado Plateau Data Advisory Committee to GPS the state survey monuments used to establish state boundaries for AZ, UT, CO, NM and WY. The boundaries will not change on the ground. The surveys will be given cartographic coordinates to be used for GIS boundary integration.

2. Parcels and Administrative Boundaries (PAB) Working Group

Gene reported that the working group's efforts with the BLM's Geographic Coordinate

Data Base was winding down. Thom Morrison reported that the Department of Revenue would be working with Assessors to develop a GIS data base for parcels in the state of Arizona. He was looking for standards, good cartographic control and use of relational data bases for the GIS data base. His efforts were investigative at this point. He further reported that legislation had been passed which could allow county recorders to charge up to \$4 per recordation to fund county GIS improvements. It was up to county boards of supervisors whether to take advantage of the legislation or not.

3. Transportation.

Victor Gass reported that he would be co-chair of the Technology Subcommittee with Gary Irish and Jami Garrison, ADOT, would be the new chair of the Transportation Subcommittee and ongoing activities would continue. Jami stated that the subcommittee would meet and develop new G&O and report back to the Board.

C. Technology Subcommittee

Victor reported that the Technology Subcommittee will focus on how to integrate data from different agency's GIS data bases. The subcommittee is just getting organized and the goals and objectives are just being defined.

D. Conference Planning Subcommittee

Sally Powers reported that the planning subcommittee was working on issuing an RFP for the venue to hold the AGIC 2002 Annual Conference. He reported that help is needed with planning the program and workshops and working with vendors.

E. Information Exchange Subcommittee

Santiago Garcia is the new Chair of the subcommittee and the primary focus would be on information distribution and outreach to other potential organizations and members.

F. Education Subcommittee

Shea Lemar reported the subcommittee is working on putting together new G&Os. She believes that technology and the Internet has changed the way the subcommittee could work. A new web page will be developed to identify educators who will teach GIS to anyone. The subcommittee is looking for input from the Board and others who may be interested in GIS education issues. Shea gave a demo of the new web page and showed a draft of new G&Os.

V. Interactive Subcommittees Goals and Objectives Exercise

Jana Fry conducted the G&O exercise.

Action Item: The Board participated in the G&O exercise and the responses will be collected and used in the January 17 Subcommittees Strategic Planning Meeting.

VI. AGIC Meeting Schedule and Format

Jana requested that AGIC Board meetings be held quarterly rather than bi-monthly. Arizona is one of the few states whose Council meets bi-monthly. Most state councils meet

quarterly. She believes that would be a more appropriate schedule if the committees are active and board meetings are used for authorization and approval of activities.

Jana asked for a motion for AGIC Board meetings to be held quarterly. Bob Cooper made the motion. Jami Garrison seconded the motion. The motion was approved unanimously.

Action Item: The AGIC Executive Management Board will meet quarterly from now on. The summer/fall Board meeting will be conducted as part of the AGIC Annual Conference.

VII. AGIC Presidential Expenditure Authority

Gene Trobia reported that if the Board was going to meet on a quarterly schedule, that there was often a need to obtain authorization for expenditures on behalf of the board. He reported that the National States Geographic Information Council addressed this issue by authorizing the President to approve expenditures of up to a certain dollar amount without board approval. Discussion followed and it was determined that activities could keep moving along if the President was authorized to approved expenditures up to \$5000 without board approval. Any expenditures would be reported to the board at the next Council meeting.

A motion was forwarded by Linda Strock to authorize the AGIC President to approve AGIC expenditures of up to \$5000. The motion was seconded by Gregg Tuttle. The motion passed unanimously.

Action Item: The AGIC President is now authorized to approve the expenditure of AGIC funds for expenses of up to \$5000.

Sally Powers made a motion to use the \$7000 in the AGIC Conference budget for conference planning purposes as required. Jami Garrison seconded the motion. The motion was approved unanimously.

Action Item: The AGIC Conference Planning Subcommittee is authorized to use the \$7000 in the AGIC Conference budget for conference planning activities as required.

VIII. USGS DOI 2003 High Priority Program: DOQ Maintenance

Tom Sturm discussed the 2002 DOI High Priority Program (see attached handout). He reported that funding is limited and the program is planning on updating portions of the state's DOQQs as identified on the handout. The USGS will contract for photogrammetric services on an area-by-area basis. Tom also reported that NAPP will not be flying more imagery mainly due to the fact that the Department of Agriculture has dropped out of the program due to budget cuts. He is concerned that the NAPP program may be eliminated.

Further discussion focused on the areas of DOQ updates. Tom suggested that it is possible for the state/AGIC partners to cost share in the development of DOQ updates in areas other than those identified by the DOI High Priority Program if the state desires. He said other states had done this.

Tom then introduced Ann Frazier, the USGS Southwest Geographic Coordinator. She is based in the USGS Office in Tucson, Arizona. Ann spoke briefly about her office. She is in the process of identifying her program and will initially focus on remote sensing projects which identify changes in the landscape.

Tom also reported that he will be chairing a new Imagery Subcommittee.

IX. Miscellaneous Announcement

Sally Powers displayed hunting maps developed by AGFD and the USGS.

A plaque was presented to Timothy Smothers in appreciation of his performance as AGIC President last year.

Certificates were presented to Sally Powers and Bob Hetzler for attending the Governor's Office Ethics Training for Boards and Committees.

X. Call to the Public.

No items.

XI. Next Meeting and Location.

The next AGIC Board meeting will be held April 4, 2002 at 1:30 p.m. Location: TBD.

Adjourn: Motion to adjourn forwarded by Jami Garrison and seconded by Tim Smothers.

Approved unanimously. Meeting adjourned at 3:55 p.m.